

735 KAR 2:040. Interpreter protocols.

RELATES TO: KRS 12.290, 163.510(4)

STATUTORY AUTHORITY: KRS 12.290, 163.510(4)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 163.510(4) requires the commission to oversee the provision of interpreter services to the deaf and hard of hearing. This administrative regulation establishes interpreter protocols.

Section 1. (1) A staff or free-lance interpreter shall:

- (a) Keep assignment-related information strictly confidential;
- (b) Be impartial to a proceeding;
- (c) Recognize and work within his range of ability;
- (d) Not accept an assignment beyond his skill level;
- (e) Promptly notify referral services staff if the communication mode of a deaf person requires the additional skills of a certified deaf interpreter; and
- (f) Arrive at an assignment fifteen (15) minutes before the scheduled starting time to:
 - 1. Arrange logistics; and
 - 2. Confer with the consumer and another interpreter.

(2) A KCDHH Interpreter Referral Services interpreter shall display professional demeanor and conduct by:

- (a) Wearing appropriate professional clothing, which includes:
 - 1. A skirt or dress;
 - 2. A business suit;
 - 3. Slacks and a jacket; or
 - 4. Similar attire; and
- (b) Treating a deaf or hard of hearing, and hearing consumer pleasantly, fairly, and with respect.
- (3) A contract and staff interpreter shall comply with the code of ethics of the:
 - (a) National Registry of Interpreters for the Deaf; or
 - (b) National Association of the Deaf.
- (4) Assignment conflicts.
 - (a) If a contracted interpreter is unable to fill the assignment because of illness or another unforeseen conflict, he shall contact the referral service as soon as he becomes aware of the conflict.
 - (b) The staff of the KCDHH Interpreter Referral Services shall be responsible for contacting and attempting to secure a replacement interpreter for the assignment.
- (5) If resources are available, the KCDHH Interpreter Referral Services may provide a professional development opportunity for contract and staff interpreters. A development opportunity may include:
 - (a) A mentoring program;
 - (b) Diagnostic assessment and feedback;
 - (c) Support for interpreter training opportunities; and
 - (d) Similar programs.

Section 2. Incorporation by Reference. (1) The following material is incorporated by reference:

- (a) National "Registry of Interpreters for the Deaf Code of Ethics", (1996), National Registry of Interpreters for the Deaf; and
- (b) "National Association of the Deaf Interpreter Code of Ethics", (1997), National Association of the Deaf.

(2) This material may be inspected, copied, or obtained at Kentucky Commission on the Deaf and Hard of Hearing, 632 Versailles Road, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to

4:30 p.m. (25 Ky.R. 955; Am. 1360; eff. 12-3-98.)